

**CONFIDENTIAL**

27 January 1947

MEMORANDUM FOR ASSISTANT DIRECTOR FOR OPERATIONS  
ASSISTANT DIRECTOR FOR SPECIAL OPERATIONS  
ASSISTANT DIRECTOR FOR COLLECTION & DISSEMINATION  
ASSISTANT DIRECTOR FOR REPORTS & ESTIMATES

Subject: Authority to Approve Payment of Tuition Expenses  
for CIC Employees from Unvouchered Funds

1. Authority is hereby delegated to the Assistant Director for the office concerned to approve the advance of funds, accountings for funds, and reimbursement of expenses for the payment of tuition costs and other directly related expenses, including necessary travel expenses incurred, where it has been determined by the Assistant Director for the office concerned that for reasons of operational necessity such employee should receive prescribed schooling.

2. Reference is made to the memorandum from the Office of General Counsel to the Executive for Personnel and Administration, dated 22 January 1947, concerning the payment of tuition costs. Determinations of operational necessity will be guided by the principles set forth in this memorandum. There shall be prepared in each case a full recital of the facts upon which the determination is based.

HOYT S. VANDENBERG  
Lieutenant General, U.S.A.  
Director of Central Intelligence

JSW:mbt

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